



COUNTY OF LOS ANGELES DEPARTMENT OF HUMAN RESOURCES

HEADQUARTERS

579 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012
(213) 974-2406 FAX (213) 621-0387

BRANCH OFFICE

3333 WILSHIRE BOULEVARD • LOS ANGELES, CALIFORNIA 90010
(213) 738-2222 FAX (213) 637-0820

MICHAEL J. HENRY
DIRECTOR OF PERSONNEL

July 7, 2006

To: Each Supervisor

From: Michael J. Henry *[Signature]*
Director of Personnel

Subject: **PRESS INQUIRY REGARDING CONVICTION INFORMATION ON
COUNTY EMPLOYMENT APPLICATIONS**

Peter Hong of the Los Angeles Times has requested information related to our review of conviction information on County employment applications, which was the result of a May 23, 2006 Board order regarding the disclosure of such information in the employment application process.

We have informed Mr. Hong that we have distributed a survey to approximately 50 public sector jurisdictions across the country and we are currently reviewing their application processes. We also informed him that we expect to complete our review within 30 days.

If you have any questions, please call me.

MJH:STS
SKT:kk

c: David E. Janssen, Chief Administrative Officer
Raymond G. Fortner, Jr., County Counsel
Sachi Hamai, Executive Officer, Board of Supervisors